

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
September 16, 2009
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice President; Mr. Eddy, Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Commissioner was excused; and Ms Fields, Executive Director.

The meeting was called to order at 8:10 a.m. by the Chairperson.

MINUTES

The Chairperson declared the acceptance of the minutes of the August 20, 2009 Regular Meeting without objection.

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

A motion was made by Ms Hall and seconded by Mr. Eddy to accept the August 2009 Bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Ms Christison-Lagay and seconded by Mr. Simonsen to accept the July 2009 Financial Reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded by Ms Christison-Lagay to accept the July 2009 Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

None

COMMITTEE REPORTS

Finance Committee

The Finance Committee reviewed budgets and asked Ms Fields to make some changes to be presented at the Board Meeting. Those changes are shown in the budgets to be discussed.

The Finance Committee recommends that in conjunction with the budgets, the Section 8 program will make a determined effort to lease up as many prospective participants as possible to increase the administrative fees at the expense of HAP reserves. In response to this recommendation, the next 63 waiting list participants have been selected from the waiting list have begun the process to lease up.

UNFINISHED BUSINESS

Holinko Estate Site Work

The site work plans and specifications have been placed for bid with three contractors. Ms Fields has received two bids and waiting for the third. Ms Fields will review the bids with Lenard Engineering once all three have been received.

NEW BUSINESS

Expiration of Commissioner Term

Mr. Simonsen's term expires October 31, 2009. The Board expressed a desire to have Mr. Simonsen serve another term and Mr. Simonsen agreed to serve if appointed. A letter will be written by Mr. Long to the Committee on Committees requesting that Mr. Simonsen be appointed for another term.

2010 Budgets and Salary Adjustments

Ms Fields presented 2010 budgets to the Board for review and approval. After lengthy discussion, a resolution to increase rents at Holinko Estates, effective May 1, 2010, and at Wrights Village, effective January 1, 2010, was passed. Additional adjustments will be made in the budget and presented for approval at the Regular Meeting in October.

RESOLUTION

Whereas, it is necessary that the Housing Authority of the Town of Mansfield increase the base rent at Holinko Estates and Wrights Village to meet increased cost of management and capital needs of the property.

THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE TOWN OF MANSFIELD THAT:

The Base Rent at Holinko Estates will be increased, effective May 1, 2010 as follows:

- a. Two Bedroom Flats from \$450 to \$495 per month.
- b. Two Bedroom Townhouses from \$475 to \$523 per month.
- c. Three Bedroom Flats from \$500 to \$550 per month.
- d. Three Bedroom Townhouses from \$525 to \$578 per month.
- e. Four Bedroom Townhouse from \$575 to \$633 per month.

The Base Rent at Wrights Village will be increased, effective January 1, 2010 as follows:

- a. Small One Bedroom from \$195 to \$215 per month.
- b. Large One Bedroom from \$205 to \$225 per month.

A motion was made by Mr. Simonsen and seconded by Ms Christison-Lagay to approve the Resolution as set forth above. Motion approved unanimously.

New Development

This was inadvertently placed on the agenda. New Development is slated to be discussed at the October meeting pursuant to the August Regular Minutes.

OTHER BUSINESS**October Regular Meeting Date Change**

The Board agreed that the Regular Meeting for October will be changed from October 15, 2009 to October 22, 2009.

New CD Account Opened

Pursuant to the approval received at the August Regular Meeting, Ms Fields will transfer the Holinko Estates CD from Liberty to Peoples and the approved Peoples Bank Resolution follows these minutes.

ADJOURNMENT

The Chairperson declared the meeting adjourned at 11:15 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson